

**BLS Curriculum Update Committee
Marriott West - Richmond, Virginia
September 5, 2007
10:30 am**

Members Present:	Members Absent:	Staff:	Others:
Linda Johnson-Chair	Russell Barnes-Excused	Greg Neiman	Holly Sturdevant
Jay Porter	Tracey Jarrett-Excused		
Cookie Conrad	Pat Mercer-Excused		
Ronnie Early	Carla Mann		
Ray George	Rob Phillips		
Shaun Carpenter	David Morris		
Debbie Akers	Theresa Kingsly		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Welcome	The meeting was called to order at 10:45am	
II. Introductions	The committee and guests introduced themselves.	
III. Approval of Minutes	The Committee reviewed the draft Minutes from the June 21, 2007 meeting. (Attachment A)	Motion by: Ronnie Early To: Approve the minutes as presented. Second By: Shaun Carpenter Motion approved Unanimously
	The Committee reviewed the draft Minutes from the May 1, 2007 meeting. (Attachment B)	Motion by: Ronnie Early To: Approve the minutes as corrected. Second By: Jay Porter Motion approved Unanimously
IV. Review of Assignments	The committee discussed Shaun Carpenter's presentation at the July PDC/MDC meetings and the National Education Standards.	
V. General Discussion and Ideas	The Committee discussed items that should be incorporated to update the curriculum. Aspirin, Blood Glucose, NTG Paste, Pulse Ox, Beta 2 Agonist, 12 Lead application/obtained (?)	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Break for Lunch @ 1200		
Returned from break @1230		
VI. Assignments for Next Meeting	Shaun Carpenter will compile all of the documents and send them out to the Committee Members for review. Comments will be due September 30, 2007so that Shaun can compile and forward to Greg Neiman to be sent to PDC members prior to their October Meeting.	
VII. Establish Meeting Dates	Friday, October 26 th , 10:30am Location TBA	
VIII. Adjourn	Motion to adjourn 12:35 pm	

BLS Curriculum Update Committee
Tuesday, September 5, 2007 – 10:30am
Richmond Marriott West - Innsbrook
Agenda

- I. Welcome
- II. Introductions
- III. Approval of Minutes from June 21, 2007
- IV. Review of Assignments
- V. General Discussions and Ideas
- VI. Assignments for Next Meeting
- VII. Establish Meeting Dates
- VIII. Adjourn

**Minutes of the BLS Curriculum Update Ad-hoc Committee
September 5, 2007**

ATTACHMENT A
Previous Minutes June 21, 2007

**BLS Curriculum Update Committee
Richmond Marriott West - Richmond, Virginia
June 21, 2007
11:30am**

Members Present:	Members Absent:	Staff:	Others:
Linda Johnson	Ron Early-Excused	Warren Short	Jay Porter
Debbie Akers	Cookie Conrad-Excused	Greg Neiman	
Ray George	Tracey Jarrett-Excused		
Shaun Carpenter	Pat Mercer-Excused		
	Carla Mann		
	Rob Phillips		
	Russell Barnes		
	David Morris		
	Theresa Kingsly		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Welcome	The Committee was called to order at 12:22pm without a quorum	
II. Introductions	Members of the Committee and visitors introduced themselves – Debbie Akers was introduced as the replacement for Carl Rochelle who resigned due to a move out of state	
III. Approval of Minutes	The Committee reviewed the Minutes of the May 1, 2007 meeting	
IV. Review of Assignments	The Committee continued to review all of the tasks and items that had been previously discussed	
V. General Assignments	Shaun will complete the Airway sections and submit them to Greg in time for them to be sent to PDC Committee Members with the Agenda	
VI. Assignments For Next Meeting	Shaun will compile the Medication list into the new format and send it out for review prior to the next meeting. All outstanding items need to be to Shaun by August 31, 2007.	
VII. Establish Next Meeting Date	Wednesday, September 5, 2007 10:30am Location TBA	
VIII. Adjourn	The Committee adjourned at: 2:40pm	

**BLS Curriculum Update Committee
Homewood Suites - Richmond, Virginia**

**Minutes of the BLS Curriculum Update Ad-hoc Committee
September 5, 2007**

ATTACHMENT B
Previous Minutes May 1, 2007

**BLS Curriculum Update Committee
Homewood Suites - Richmond, Virginia
May 1, 2007
10:30am**

Members Present:	Members Absent:	Staff:	Others:
Linda Johnson-Chair	Pat Mercer-Excused	Greg Neiman	
Ray George	Teresa Kingsly-Excused		
Shaun Carpenter	Ron Early-Excused		
Carla Mann	Rob Phillips		
Carl Rochelle	Russell Barnes		
Tracy Jarrett	David Morris		
	Cookie Conrad-Excused		
	Jimmy Harton		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. WELCOME	The Meeting was called to order at 10:45am	
II. Introductions	Members of the Committee introduced themselves	
III. Approval of Minutes	The Minutes from the March 22 nd , 2007 Meeting were reviewed	MOTION BY: Shaun Carpenter TO: Accept the minutes as revised SECOND: Carl Rochelle VOTE: Unanimous
IV. Review of Previous Assignments	The Committee reviewed the previous assignments	
	Discussion of EtCO2	
	Removal of Charcoal and MAST Trousers	
	Reviewed PO Meds	
	Linda -NTG/NTP for next meeting send to Shaun	
Break for Lunch	12:00Noon	
Reconvene	12:50pm	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	The Committee continued to review the previous assignments	
	Glucometry	
	PO Aspirin	
	Tracheostomy-Suction and replace	
	Adjusted Dose O2	
	Advanced Airway	Send E-mail List
	Ray & Tracey Beta 2 Agonist & EPI 1:1000 next meeting	
	Shaun Send - Teaching Sheet & Testing Sheet Template	
Establish Next Meeting Date	WEBINAR May 24, 2007 10:30am Meeting-June 21, 2007, 10:30am-2:30pm TBA	
Adjournment	The committee adjourned at 1330	